Article VII
PERSONNEL RECOMMENDATIONS

(To replace VII (F) & (H) in the 2017-2020 CBA)

F. TIMETABLE FOR PERSONNEL RECOMMENDATIONS

On or before September 1 of each academic year the Vice Chancellor for Administrative and Fiscal Services shall inform each Department Chairperson of those individuals who must be considered during that academic year for third and fourth, or fifth and sixth year contract renewals or for tenure.

For each personnel recommendation, the following schedule shall be followed:

1. Third and Fourth Year Contract Renewal

   The Department Faculty Evaluation Committee shall forward its recommendation to the Department Chairperson by October 1 of the individual’s second contract year. The Department Chairperson’s recommendation shall be forwarded to the College Academic Council by October 15. The College Academic Council shall forward its recommendation to the College Dean by November 1. The College Dean’s recommendation shall be forwarded to the Provost by November 15.

2. Fifth and Sixth Year Contract Renewal

   Before May 1 of the candidate’s third year the candidate will indicate whether or not they are seeking a toll of the tenure clock based on extenuating circumstances to include but not be limited to: failure to receive contracted research support, FMLA or other interruption in academic service. In consultation with the Department Chairperson and the College Dean, the candidate may have their tenure clock tolled for a designated period with the approval of the Provost.

   The evaluation in the third year of service credited towards tenure for a fifth and sixth year contract will thoroughly address all issues that will influence the final decision on tenure. The Department Faculty Evaluation Committee shall forward its recommendation to the Department Chairperson by April 1. The Department Chairperson’s recommendation shall be forwarded to the College Academic Council by April 15. The College Academic Council shall forward its recommendation to the College Dean by May 1. The College Dean’s recommendation shall be forwarded to the Provost by May 30.
H. CONTRACT RENEWAL

All actions taken by the Chancellor relative to contract renewal shall be taken as a result of a recommendation submitted to the Chancellor. In no case will recommendations to the Chancellor relative to reappointment be made by anyone other than the Provost. The case of any faculty member who is recommended for reappointment by the tenured members of the department and the Department Chairperson shall be brought to the attention of the Chancellor by the Provost with appropriate documentation for action, if so requested by the tenured faculty and Department Chairperson. The Chancellor shall enjoy the full right to reject such recommendations but may not make appointments without a recommendation from the Provost.

Each non-tenured faculty member is to be evaluated for reappointment using approved departmental standards established pursuant to Article VII(A).

Evaluations shall be conducted in accordance with the timetable in Article VII(F).

In the faculty member’s evaluation transmitted to the College Dean shall be a recommendation with substantiation for reappointment or non-reappointment. Each subsequent level shall review all previous evaluations and recommendations and submit its own recommendations to the next recommending level. On the basis of a review of these evaluations and recommendations, the Chancellor will make a decision for reappointment or non-reappointment.

1. Notification of reappointment or non-renewal for the third and fourth years of service must be given to the faculty member by December 15 of the second year of service. Recommendation for reappointment or non-renewal for the third and fourth years of service will be initiated with a recommendation developed by the Department Faculty Evaluation Committee, including all tenured members of the department and processed through the following levels with each level adding its own recommendation: Department Chairperson, College Academic Council, College Dean, Provost, and Chancellor. It is advisable that the Department Chairperson seek the opinions of the non-tenured faculty and the student majors of the department in developing the Chairperson’s recommendation. The Department Chairperson shall be responsible for articulating the basis for the departmental decision.

2. Notification for the fifth and sixth years of service must be given by September 15 of the fourth year March 1 of the fifth year. If a faculty member is being considered for tenure at this time, the tenure evaluation procedures as outlined in the Trustees/Faculty Federation Agreement (Article VII. I.) will be followed. In effect, this means that the decision on the contract for a fourth year of service must be made during the latter part of the second year in which the faculty member has served on the UMass Dartmouth faculty. The recommendation for renewal for the fifth and sixth years of service will be initiated by the tenured members of the
department and will be processed through the following levels: Department Chairperson (who is advised to seek the opinions of the non-tenured faculty and student majors of the department), College Academic Council, College Dean, Provost, and Chancellor. Each level shall send a copy of its recommendation to the individual under consideration for reappointment, to the Department Chairperson, and to the President of the Faculty Federation. If the decision is negative, the faculty member may request reasons for this decision from the Chancellor. The Department Chairperson is responsible for articulating the basis for the departmental decision which shall be determined in each instance by secret ballot. Acceptance of a justified negative recommendation developed by the tenured members of the department may be cited as a reason for each level to recommend non-renewal.
for tenure at this time, the tenure evaluation procedures as outlined in the Trustees/Faculty Federation Agreement (Article VII. I.) will be followed. In effect, this means that the decision on the contract for a fourth year of service must be made during the latter part of the second year in which the faculty member has served on the UMass Dartmouth faculty. The recommendation for renewal for the fifth and sixth years of service will be initiated by the tenured members of the department and will be processed through the following levels: Department Chairperson (who is advised to seek the opinions of the non-tenured faculty and student majors of the department), College Academic Council, College Dean, Provost, and Chancellor. Each level shall send a copy of its recommendation to the individual under consideration for reappointment, to the Department Chairperson, and to the President of the Faculty Federation. If the decision is negative, the faculty member may request reasons for this decision from the Chancellor. The Department Chairperson is responsible for articulating the basis for the departmental decision which shall be determined in each instance by secret ballot. Acceptance of a justified negative recommendation developed by the tenured members of the department may be cited as a reason for each level to recommend non-renewal.